

Young Adult Voluntary Foster Care (YAVFC) Payments Process

Payments for the YAVFC program cannot be authorized in SWSS FAJ. All payments will be authorized by the Young Adult Extension Unit in central office.

To ensure timely payments, the DHS-634-YA and/or the DHS-626-YA must be submitted with all supporting documentation as soon as possible. The DHS-634-YA and DHS-626-YA can be found in the DHS Word templates.

- ❖ When submitting the DHS-650-YA for an initial funding determination, include the DHS-626-YA to initiate the payment authorization once the funding has been determined.
- ❖ Any time a change occurs in the youth's placement or program eligibility that affects payment an updated DHS-626-YA must be submitted with the change and action needed documented in the comments section.
- ❖ The same payment approval process as current foster care cases continue to apply to youth in the YAVFC program. Some examples of payment authorizations that require additional approvals and supporting documentation are: determination of care (DOC) supplements, placement in a non-contracted placement, out-of-state placements and bed holds.
- ❖ However, a payment request that would currently be submitted to the Federal Compliance Division (FCD) will now go directly to the Young Adult Extension Unit for approval and processing.
- ❖ Youth receiving an independent living allowance will not be paid two weeks in advance in this program. The payment process will begin at the end of the month and payments will be made once per month for the past month.
- ❖ All providers and youth receiving payment through this program must be enrolled in MAIN; see FOM 902-21 for instructions.
- ❖ All payment questions related to YAVFC should be directed to Kathonya Triplett in the **Young Adult Extension Unit at (517) 335-3399**.